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STANDARD FORM NO. 64

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

DATE: 16 July 1953

FROM : Chief, Orientation and Briefing Division

25 YEAR RE-REVIEW

SUBJECT: Report for Week 1200hrs., 9 July to 1200 hrs., 16 July 1953

## I. INDOCTRINATION

1. Today, Thursday, 16 July 1953, a total of 64 persons attended the weekly Indoctrination Program. The audience consisted of 59 new persons, 2 special guests [redacted] of OCI) and 3 officers from the Directorate of Intelligence, USAF:

<u>Name</u>	<u>Title</u>
Lt Col Nathan Post	Intelligence Officer Estimates
LCDR Jerry Guild	Intelligence Officer Estimates
Maj George Caseman	Intelligence Officer Estimates

2. Today's audience, on the whole, was better than average.

3. Both ONE and the Office of Personnel have discussed with us the attendance of [redacted] (a new member of the Board of National Estimates) at today's Indoctrination Program. Since [redacted] has been a consultant to the Agency for over a year, we recommended that he not attend the first section of the Program as he is quite familiar with the basic language of intelligence. This suggestion met with the whole-hearted approval of [redacted] Mr. Sherman Kent's secretary.

4. [redacted] of OCI also attended the Indoctrination Program today for two reasons: (1) To know the Program more intimately so that he will be able to evaluate the kinds of people from OCI who should attend, and (2) To see our method of utilization of visual aids, particularly with reference to the participation of this division in the briefing of [redacted]

5. [redacted] did very well in his initial efforts presenting the first part of the Indoctrination Program on Thursday, July 9. Since that time considerable effort has been spent in analyzing [redacted] presentation and in recommending suggestions for strengthening the production. With additional experience and continued collaborative effort at analyzing his task, there is no question about the ability of [redacted] to excel in this field.

6. We have learned that within the next few weeks the Security portion of the Indoctrination Program, which is conducted each Thursday afternoon, will be held in the new Security auditorium located in I Building. This will have a beneficial effect on releasing Room 117 for other purposes.

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II. PRESENTATIONS

While discussing certain problems regarding the next Orientation Course with the Assistant Director, Mr. Otto Guthe, he mentioned that the D/TR has spoken to him informally about the biweekly Presentations Programs. We know of old that OSI would participate in such an undertaking. Therefore, it is recommended that our Support Staff check into the possibility of resumption in the near future of these programs which received quite satisfactory response from the Agency when conducted several months ago.

III. ORIENTATION

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25X1 1. Had a meeting with [redacted] and Mr. [redacted] of OCI on the substance and format for the Current Intelligence participation in the next Agency Orientation Course.

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25X1 2. Met with Otto Guthe and three of his assistants [redacted] and a substitute for [redacted] to work out the ORR program for the next Orientation Course. It was agreed that Mr. Guthe would take no more than five minutes and would then turn over the panel to his three Area Chiefs who would handle the discussion.

3. Have had several discussions with OCD, in particular the Library officials, regarding the bibliography for our next program. Certain deletions have been made, and additions, deemed appropriate, have been inserted.

4. Requests have been made by several offices to increase their quotas for attendance at the next Orientation Course. Since we have always had a degree of trouble in filling the summer Program because of unanticipated vacations, etc., we have approved these additional requests.

IV. SPECIAL

1. The Chief, Orientation and Briefing Division, is to participate in the briefing of General Graves B. Erskine, Assistant to the Secretary of Defense --Special Operations, which will be held in Room 117, Central Building.

25X1 2. The briefing of the [redacted] has been set definitely  
25X1 for Wednesday morning, 29 July. [redacted]  
25X1 of NEA/FI will attend this  
25X1 meeting with [redacted]

25X1 3. This office has worked closely with [redacted] in agreeing to a definite  
25X1 terminal date for [redacted] transfer to another segment of CIA. Arrange-  
25X1 ments are being made for a replacement for [redacted]

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